

1 **VILLAGE OF SISTER BAY SPECIAL BOARD OF TRUSTEES MEETING MINUTES**

2 **TUESDAY, APRIL 12, 2016**

3 **SISTER BAY-LIBERTY GROVE FIRE STATION – 2258 MILL ROAD**

4
5 The April 12, 2016 meeting of the Village of Sister Bay Board of Trustees was called to
6 order by Village President Dave Lienau at 7:14 P.M.

7
8 **Present:** President Lienau and Trustees Pat Duffy, Scott Baker, Kathy Enquist, John Clove
9 and Nate Bell.

10
11 **Excused:** Nora Zacek

12
13 **Staff Members:** Village Administrator Zeke Jackson and Assistant Administrator Janal
14 Suppanz.

15
16 **Others:** John Baudhuin, Mary Kay Shumway, Vilius and Alma Vaichaushes, Dave
17 Kaster, Al Gokey, Steve Thomas, Greg Casperson, and Lars Johnson.

18
19 **Approval of the Agenda and Minutes as published:**

20 *A motion was made by Clove, seconded by Duffy that the Agenda for the April 12,*
21 *2016 meeting of the Village of Sister Bay Board of Trustees be approved as presented.*
22 *Motion carried – All ayes.*

23
24 *A motion was made by Baker, seconded by Enquist that the minutes for the March 15,*
25 *2016 meeting of the Village Board be approved as presented. Motion carried – All ayes.*

26
27 *A motion was made by Baker, seconded by Enquist that the minutes for the March 31,*
28 *2016 meeting of the Village Board be approved as presented. Motion carried – All ayes.*

29
30 **Comments and correspondence:**

31 Lienau noted that no correspondence had been received and asked if anyone wished to
32 comment regarding a non-agenda item. No one responded.

33
34 **Item No. 1. Discussion on a recommendation from the Plan Commission on**
35 **amendments to the Official Map for the Village of Sister Bay. (The section of the**
36 **Official Map to be considered is depicted on a Certified Survey Map for Parcel No.**
37 **181-00-08312813G1, which property has been assigned an address of 10478 STH 57**
38 **and is commonly referred to as the “Voyager Inn”); Discussion on the proposed CSM;**
39 **Consider a motion for action if appropriate:**

40 The Voyager Inn, which is located at 10478 STH 57 has been sold, but one of the
41 contingencies of that sale is that the rear lot must be split off, and an applicable CSM
42 was included in the meeting packets. Since the property is affected by the Village's
43 Official Map the current property owner will be required to dedicate a 33' portion of it
44 for roadway purposes. If the CSM is approved the zoning for the property will not

1 change. The Plan Commission has recommended that the Official Map amendments
2 and the CSM be approved.

3 *A motion was made by Duffy, seconded by Clove that the Village Board passes and*
4 *adopts a Resolution which approves the proposed amendments to the Official Map for*
5 *the Village of Sister Bay by approving the CSM for the property which has been*
6 *assigned an address of 10478 STH 57, as presented. (That property is commonly*
7 *referred to as the "Voyager Inn".) Motion carried – All ayes.*

8
9 **Item No. 2. Discussion on a recommendation from the Plan Commission on a PUD**
10 **proposal for Parcel No. 181-00-08312822W, which property has been assigned an**
11 **address of 2450 Bittersweet Lane and is commonly referred to as the "Schaffer**
12 **property"; Discussion regarding the PUD proposal and associated plans; Consider a**
13 **motion for action if appropriate:**

14 William Anderson would like to restore the barn on the Shaffer property and convert
15 that building into office space for himself and others. He would also like to construct
16 garages on that property, but if those buildings are constructed screening would be
17 done. If a Planned Use Development (PUD) were to be created for the Schaffer property
18 the setbacks could be greatly reduced. Applicable plans and elevation drawings as well
19 as a proposed PUD Agreement were included in the meeting packets, and the Board
20 members jointly reviewed all of that documentation. A duly noticed public hearing was
21 conducted by the Plan Commission regarding this issue, and the Commission members
22 recommended that the PUD Agreement be approved. The Plan Commission will be
23 conducting an architectural review at a future meeting.

24 *A motion was made by Duffy, seconded by Clove that the Village Board approves the*
25 *Planned Use Development (PUD) Agreement for Parcel No. 181-00-08312822W*
26 *which was reviewed at this meeting as presented. (Parcel No. 181-00-08312822W has*
27 *been assigned an address of 2450 Bittersweet Lane and is commonly referred to as the*
28 *"Schaffer property".) Motion carried – All ayes.*

29
30 **Item No. 3. Discussion on an outdoor seating plan and bar addition area for**
31 **Al Johnson's Restaurant and Butik, and review of associated plans and**
32 **documents; Consider appropriate motions for action if necessary:**
33 Lars Johnson would like to create an outdoor seating and bar addition area at Al
34 Johnson's Swedish Restaurant and Butik. Preliminary site plans and elevation drawings
35 as well as a draft of an applicable Development Agreement were included in the
36 meeting packets, and the Board members jointly reviewed all of that documentation.
37 The Plan Commission has recommended that the Development Agreement and all
38 related documents be approved.

39
40 *A motion was made by Baker, seconded by Clove that the Village Board approves the*
41 *Development Agreement and all related documents which pertain to the addition of an*

1 *outdoor seating and bar addition area at Al Johnson's Swedish Restaurant and Butik, as*
2 *presented. Motion carried – All ayes.*

3
4 **Item No. 4. (REPORT ITEM ONLY) Discussion on an outdoor seating plan and bar**
5 **addition area for the Inn at Kristopher's which is located at 10716 N. Bay Shore**
6 **Drive; Consider appropriate motions for action if necessary:**

7 Michael Daubner has extended an offer on the Inn at Kristopher's, which is located at
8 10716 N. Bay Shore Drive. Johnson is seeking all requisite municipal approvals as a
9 precursor to purchasing the property, and would like to create an outdoor seating and
10 bar addition area on it. Proposed site plans were included in the meeting packets, and
11 the Board members jointly reviewed all of that documentation. The Plan Commission
12 approved of the creation of the outdoor seating area and bar addition, and also waived
13 the parking requirements for the property at 10716 N. Bay Shore Drive, contingent
14 upon Daubner securing the property.

15
16 **Item No. 5. Discussion on a request for alcohol licenses; Consider appropriate**
17 **motions for action:**

18 The Village Clerk received two applications for Reserve 300 Seat Class "B" Liquor
19 Licenses. Those applications were submitted by Michael Daubner and representatives of
20 Al Johnson's Swedish Restaurant, respectively. The Village Clerk has verified that the
21 proper documentation has been submitted. She also has collected applicable liquor
22 licensing fees.

23 *A motion was made by Clove, seconded by Duffy that a two month pro-rated Class "B"*
24 *300 Seat Liquor License shall be issued to Michael Daubner for the property located at*
25 *10716 N. Bay Shore Drive. Motion carried – All ayes.*

26
27 *A motion was made by Baker, seconded by Enquist that a two month pro-rated Class*
28 *"B" 300 Seat Liquor License shall be issued to Al Johnson's Swedish Restaurant located*
29 *at 10698 N. Bay Shore Drive. Motion carried – All ayes.*

30
31 **Item No. 7. Consider a motion to convene into executive session pursuant to Wis.**
32 **Stats., §19.85(1)(e) to deliberate or negotiate the purchase of public properties, the**
33 **investment of public funds, or conduct other specified public business, whenever**
34 **competitive or bargaining reasons require a closed session:**

35 *At 7:37 P.M. a motion was made by Lienau, seconded by Enquist that the Village Board*
36 *convene into executive session pursuant to Wis. Stats., §19.85(1)(e) to deliberate or*
37 *negotiate the purchase of public properties, the investment of public funds, or conduct*
38 *other specified public business, whenever competitive or bargaining reasons require a*
39 *closed session. A roll call vote was taken on that motion and the Board members voted*
40 *in the following fashion:*

1 Baker – Aye; Bell – Aye; Clove – Aye; Duffy – Aye; Enquist – Aye Lienau – Aye

2
3 Motion carried – All ayes.

4
5 **Item No. 8. Consider a motion to reconvene into open session:**
6 *At 8:14 P.M. a motion was made by Lienau, seconded by Baker that the Village Board*
7 *reconvene into open session. Another roll call vote was taken and the Board members*
8 *voted in the following fashion:*

9
10 Baker – Aye; Bell – Aye; Clove – Aye; Duffy – Aye; Enquist – Aye Lienau – Aye

11
12 Motion carried – All ayes.

13
14 **Item No. 9. Consider a motion to take action, if required:**
15 No formal action was taken.

16
17 **Item No. 10. Discussion on the Gokey condo proposal for the unaddressed**
18 **parcel of Village owned land on the corner of Mill Road and Parkview Lane;**
19 **Consider appropriate motions for action if necessary:**

20 A draft of a Development Agreement which will be entered into with Al Gokey for the
21 unaddressed parcel of Village owned land on the corner of Mill Road and Parkview
22 Lane, as well as related documentation and plans were included in the meeting
23 packets, and the Board members jointly reviewed all of that documentation. (That
24 property is commonly referred to as “the Old Helm’s Cottage Lot”.) During the review
25 process the Board members stressed that they want Gokey to start construction in
26 Spring of 2016.

27
28 *A motion was made by Clove, seconded by Duffy that the Village Board approves the*
29 *Development Agreement as well as related documentation and plans which pertain to*
30 *the unaddressed parcel of Village owned land on the corner of Mill Road and Parkview*
31 *Lane which is commonly referred to as “the Old Helm’s Cottage Lot”, as presented.*
32 *The Board also passes and adopts Resolution No. 326-041216, which authorizes the*
33 *sale of the previously mentioned property. Motion carried – All ayes.*

34
35 **Item No. 6. Report by the Village Administrator on Village activities and projects:**
36 Jackson indicated that he didn’t have anything further to report.


37
38 **Item No. 11. Discussion regarding matters to be placed on a future agenda or referred**
39 **to a committee, official or employee:**

40 There were no items to be placed on a future agenda or referred to a committee, official
41 or employee.

42
43 **Adjournment:**

44 *A motion was made by Clove, seconded by Baker to adjourn the meeting of the Board*
45 *of Trustees at 8:23 P.M. Motion carried – All ayes.*

1 Respectfully submitted,

A handwritten signature in black ink, appearing to read "Janal Suppanz", written in a cursive style.

3 Janal Suppanz,
4 Assistant Administrator

5